



**STATEMENT OF PROCEEDINGS FOR THE  
SPECIAL MEETING OF THE AUDIT COMMITTEE  
OF THE COUNTY OF LOS ANGELES HELD IN ROOM 743  
OF THE KENNETH HAHN HALL OF ADMINISTRATION  
500 WEST TEMPLE STREET, LOS ANGELES, CALIFORNIA 90012**

**Wednesday, March 2, 2011**

**10:30 AM**

Present: Louisa Ollague, Member, Lisa Mandel, Member,  
Helen Berberian, Member, and Springsong Cooper, Member

Excused: Lori Glasgow, Chair, Genie Chough, Vice Chair, Carl Gallucci,  
Member

**CALL TO ORDER**

The meeting was called to order by Helen Berberian at 10:30 a.m.

**I. ADMINISTRATIVE MATTER**

1. Approval of the December 1, 2010 Minutes (11-0976)

**On motion of Lisa Mandel, seconded by Peter Hong, this item was approved.**

**Attachments:** [SUPPORTING DOCUMENT](#)

**II. REPORTS**

2. Tarzana Treatment Center - Board Agenda Item # 35, June 16, 2009 (8/19/09)  
(Continued from meetings of 9/1/10 and 12/1/10) (10-3123)

**Jackie Guevarra, Auditor-Controller (A-C), reported the Tarzana Treatment Center made the necessary cost adjustments retro-actively and the issue has been resolved.**

**On motion of Helen Berberian, seconded by Lisa Mandel, this item was received and filed.**

**Attachments:** [SUPPORTING DOCUMENT](#)

3. Fiscal Review of Child's Homes for Children - A Group Home Foster Care Contractor (Continued from meeting of 12/1/10 and 3/2/11) (12/17/10) (11-0087)

**Cynthia McCoy-Miller, Department of Children and Family Services (DCFS), reported this item was referred to Treasurer and Tax Collector (TTC) on December 9, 2010 and no payment has been collected to date. In response to Helen Berberian's inquiry, Ms. McCoy-Miller advised that all children have been removed from the group home.**

**By common consent, there being no objection, this item was continued to June 1, 2011.**

**Attachments:**    [SUPPORTING DOCUMENT](#)

- 4.    Fiscal Review of Bienvenidos Children's Center, Incorporated - A Foster Family Agency Foster Care Contractor (Continued from meeting of 12/1/10) (11-0091)**

**On motion of Lisa Mandel, seconded by Peter Hong, this item was received and filed.**

**Attachments:**    [SUPPORTING DOCUMENT](#)

- 5.    Fiscal Review of Ashe, Incorporated - A Group Home Foster Care Contractor (Continued from meeting of 12/1/10 and 3/2/11) (11-0093)**

**Cynthia McCoy-Miller, DCFS, reported this agency is pending Audit resolution. She will provide an update at the next meeting. In response to Lisa Mandel, Lisa Campbell, Probation, reported the last program audit was December 7, 2009. There were several issues with exterior and allowance, program is satisfactory. Claudius Wright, Executive Director, accepts a lot of the difficult kids.**

**By common consent, there being no objection, the Committee continued this item to June 1, 2011 for an update on recovery of funds.**

**Attachments:**    [SUPPORTING DOCUMENT](#)

- 6.    Fiscal Review of Personal Involvement Center, Incorporated - A Foster Family Agency Foster Care Contractor (1/13/11) (Continued from meeting of 3/2/11) (11-0427)**

**Cynthia McCoy-Miller, DCFS, reported the agency has repaid \$81,000 in debt. The Committee asked A-C to follow-up on the source of funding the agency used to repay the debt and DCFS to provide status of the wrap-around program for the next meeting.**

**By common consent, there being no objection, this item was continued to June 1, 2011.**

Attachments:    [SUPPORTING DOCUMENT](#)

7.     Sonya Love Guidance Center Contract Compliance Monitoring Review (9/22/10) (11-0428)

**On motion of Lisa Mandel, seconded by Peter Hong, this item was received and filed.**

Attachments:    [SUPPORTING DOCUMENT](#)

8.     Loving Life Group Homes I & II Contract Compliance Monitoring Review (10/7/10) (11-0429)

**On motion of Lisa Mandel, seconded by Peter Hong, this item was received and filed.**

Attachments:    [SUPPORTING DOCUMENT](#)

9.     Pacific Lodge Boy's Home Contract Compliance Monitoring Review (10/27/10) (11-0433)

**On motion of Lisa Mandel, seconded by Peter Hong, this item was received and filed.**

Attachments:    [SUPPORTING DOCUMENT](#)

10.    South Central Health and Rehabilitation Program Contract Review - A Department of Children and Family Services and Mental Health Service Provider (1/28/11) (11-0667)

**On motion of Lisa Mandel, seconded by Peter Hong, this item was received and filed.**

Attachments:    [SUPPORTING DOCUMENT](#)

11.    Fiscal Review of Excel Family Intervention, Incorporated - A Foster Family Agency Foster Care Contractor (1/31/11) (Continued from meeting of 3/2/11). (11-0678)

**Cynthia McCoy-Miller, DCFS, reported the agency is paying back its debt to TTC timely. Mike McWatters, A-C, advised that this item warrants follow-up and will look into the source of payment.**

**Elizabeth Howard, DCFS, added that as a result of the January 11, 2011 report and findings from the A-C, this agency was placed on Administrative hold on March 1, 2011. DCFS is looking into further action based on fiscals, impact of programs, contract issues and non-profit status. As of yesterday, the agency had 37 children and 24 certified foster care providers. Upon last review the Quality of Life has been met.**

Helen Berberian questioned the County's responsibility to the children in care of an agency whose non-profit status may be in jeopardy. Katie Bowser, County Counsel, advised that she will review contract language for the ramification of losing the non-profit status. She will also discuss with DCFS what is in the best interest of the children and any disciplinary action to get the agency in good standing. County Counsel will report back at the next quarterly meeting. The Committee asked to be notified of any new developments in advance of the next meeting.

Don Chadwick, A-C, reported the A-C will soon launch the implementation of the CARD system, which encourages contractors to stay in compliance in order to avoid loss of future contracts.

By common consent, there being no objection, the Committee continued this item to June 1, 2011.

Attachments:    [SUPPORTING DOCUMENT](#)

12. Children's Bureau of Southern California Foster Family Agency Contract Review - A Department of Children and Family Services Provider (2/16/11) (11-0950)

On motion of Lisa Mandel, seconded by Peter Hong, this item was received and filed.

Attachments:    [SUPPORTING DOCUMENT](#)

13. Final Report on Investigating Child Abuse in County-Contracted Foster Care Facilities (Board Agenda Item 33, March 23, 2010) (2/17/11) (Continued from meeting of 3/2/11). (11-0966)

Don Chadwick, A-C, reported in response to the Board of Supervisor's directive for CEO, A-C, and DCFS to collaboratively develop a plan to enhance investigations of child abuse in County-contracted foster care facilities. DCFS plans to re-institute the Out-of-Home Care Investigations unit. DCFS will reassign 14 staff from the Group Home (GH) and Foster Family Agency (FFA) Monitoring unit to man the investigation program. DCFS to be solely responsible for FFA and GH annual monitoring. Monitoring tools were reviewed and found to be sufficient. A-C will continue fiscal reviews of FFA and GH contractors.

Lisa Campbell, Probation, responded to Helen Berberian's inquiry that Probation will continue to review their GHs. Helen Berberian asked

Elizabeth Howard, DCFS to provide a report on their scorecard over the past 5 years include; the numbers of holds, satisfactory corrective action, do not refers, and do not uses imposed. Lisa Mandel requested a list of contacts that comprise the Out-of-Home Care Investigations unit.

Discussion ensued regarding NSP's, benchmarks, improvements in contracts, and the immediate implementation of the investigation program. Louisa Ollague suggested that the A-C provide oversight of DCFS audits over the next 24 months. The Committee asked the A-C and DCFS to provide an update on the new investigating tools at the next meeting.

By common consent, there being no objection, this item was continued to June 1, 2011.

Attachments: [SUPPORTING DOCUMENT](#)

### **III. DISCUSSIONS**

14. Comprehensive Schedule of Audits and Results for DCFS Group Home and Foster Family Agency Contractors. (11-0965)

**Mike McWatters, A-C, reported the Comprehensive Schedule of Audits including contract monitoring, and department internal monitoring have been updated. Following this meeting the fee schedule will be updated.**

15. Status on Contract Language Changes to the Group Home and Foster Family Agency Form Contracts. (11-0969)

**Mike McWatters, A-C, provided an update on the Contract Language in the process of revising the language in the Accountant Handbook, anticipate completion in a couple of weeks. Executive Compensation language is complete and Donations language is still pending.**

**Cynthia McCoy-Miller, DCFS, provided an update on imposing penalties on repeat contract offenders. After conferring with counsel, penalties cannot be assessed, but DCFS can add language on liquidated damages to the contract.**

16. DCFS GH/FFA Fiscal Audits. (11-0971)

**No additional report given, this matter was discussed under item #13.**

17. DCFS Quarterly Reports - Recommendations and Implementation Status. (11-0972)

**Elizabeth Howard, DCFS, advised all reports are uploaded online. Aggie Alonso, A-C, reminded Ms. Howard to provide any reports to Executive Office staff for placement on the next agenda.**

18. Probation Group Home Monitoring Report. (11-0970)

**Lisa Campbell, Probation, reported three GH monitoring reports are completed and pending final approval. Currently, Ms. Campbell's office monitors 18 GHs with limited staff.**

**IV. MISCELLANEOUS**

**Matters Not Posted**

19. Items not posted on the agenda, to be presented and (if requested) referred to staff or placed on the agenda for action at a future meeting of the Commission. (11-1259)

**Maria Oms, A-C, requested the issuance of a meeting summary following the meeting to keep all participating departments informed of pending items. It was decided by the Committee that once the Chair approves the draft minutes they will be distributed to participants of the meeting. Executive Office staff will invite any requested guests to future meetings.**

**Public Comment**

20. Opportunity for members of the public to address the Commission on items of interest that are within the jurisdiction of the Commission.

**No members of the public addressed the Committee.**

**Adjournment**

21. Adjournment for the meeting of March 2, 2011. (11-1260)

**There being no further business to conduct, the meeting was adjourned at 12:11 p.m.**